

Minutes

**Sustainable Peterborough Coordinating Committee
Sutherland Room - Peterborough City Hall
December 6, 2016 from 2:00 p.m. to 4:00 p.m.**

Present: Ken Doherty, Cheryl Lyon, Melanie Kawalec, Linda Slavin, John Desbiens, Anca Pascalau, Dawn Berry-Merriam, Amber Dickinson, Trish O'Connor, Larry Stinson, Sheridan Graham, Katie Allen, Brigid Ayotte

Regrets: Brianna Salmon, Jeannette Thompson, Meredith Carter, Stephen Hill

Guests: Rhonda Keenan, Jacob Rodenburg, Cathy Dueck, Cameron Douglas, Sadie Norrad

1. Call to order/Opening Remarks

Meeting was called to order by the Chair at 2:05 p.m.

2. Introductions

Introductions were held

3. Approval of Agenda

Moved by: Melanie Kawalec

Seconded by: Sheridan Graham

THAT the Agenda for the December 6th meeting be approved.

MOTION CARRIED

4. Declaration of Pecuniary Interest

None declared.

5. Approval of previous Minutes (October 28th, 2016)

Moved by: Dawn Berry-Merriam

Seconded by: Melanie Kawalec

THAT the minutes of the October 28th meeting be approved.

MOTION CARRIED

6. Presentations

Camp Kawartha Pathway to Stewardship Update – Cathy Dueck

Cathy provided a summary of the [Pathway to Stewardship](#) initiative. She also mentioned that Ontario Trillium Fund announced a new, very exclusive, funding stream, "collective impact". The Pathway to Stewardship initiative was approved for the first year of funding to work on expanding reach and set the stage for launching the pilot. They are intending on expanding the focus of the initiative as it has more than an environmental focus, but also incorporates indigenous knowledge,

the health sector, the arts community, etc. A community feedback meeting was held recently, over 50 people attended, great feedback was received. They are in the process of developing an evaluation strategy to measure success going forward. The draft report will be sent to experts in the field for feedback. They are hoping to receive a second round of funding to launch the pilot. The project was featured prominently in the UNESCO application. The group is appealing to the Sustainable Peterborough Coordinating Committee for official endorsement of the initiative.

Moved by: Linda Slavin

Seconded by: Melanie Kawalec

THAT Sustainable Peterborough officially endorse the Pathway to Stewardship initiative.

MOTION CARRIED

Ken Doherty recommended that the group present to the City's senior management team as well as City Council in the New Year.

Peterborough Economic Development Overview – Rhonda Keenan – Rhonda's presentation can be seen [on our website](#).

John asked where Sustainable Peterborough and a sustainable Peterborough fit in, especially in relation to attraction of businesses. Rhonda noted that our commitment to sustainability greatly differentiates us from other communities. The majority of other communities don't have a dedicated sustainability plan, so Sustainable Peterborough is an asset, it makes our community unique and more attractive, as it indicates a culture of sustainability, which speaks to the local quality of life.

Melanie requested a copy of PED's communication strategy.

Trish O'Connor asked how Fleming and the Kawartha Trades and Technology Centre can get involved in the Trent Innovation Park. Rhonda responded that, while the Park is Trent focused, both educational institutions are great assets that can be used to attract industry. PED will work with both on attracting tenants.

Trish inquired as to whether there is interplay between PED and the DBIA. Rhonda noted that the two organizations do work together on various initiatives, such as Win That Space.

Larry wondered about Rhonda's views on economic sustainability, namely how do we achieve balance, how do we ensure to attract companies that bring meaningful, sustainable work? Rhonda noted that the clean energy sector is an example of the right kinds of businesses they are targeting. They continuously aim to attend appropriate trade shows and conferences, including asking Trent and Fleming professors for input on what conferences and trade shows they recommend.

Ken noted that Sustainable Peterborough was born out of a need for environmental groups to have a voice within municipal government. Sustainable Peterborough needed a governance structure that could bring the 12 local governments together. Therefore, the City and County decided that it would operate under the auspices of the Peterborough Economic Development Corporation, as one of the Joint Services they shared. PED can also apply for funds that governments can't, which is an additional benefit of the relationship. The PED Board of Directors has always had representation on the Sustainable Peterborough Coordinating Committee, presently with John Desbiens as a member. The recent Evergreen project was seen to have cross-connection with PED, and, as such, Rhonda is now sitting on that steering committee.

Linda expressed a concern over climate change and the cost associated with trade, transportation and agriculture. How does PED aim to minimize the impact to climate change in those areas? Rhonda noted that there is an Agricultural Advisory Committee that advises the board on some of those matters. Technology will play a big role in what's coming. Trent and Fleming research and skills will hopefully try to solve some of those problems. PED helps them with ideas and provides business-startup support.

John asked Rhonda if she envisions a time when we will steer companies away because of their nature. Rhonda noted that their role isn't to unilaterally reject businesses. She can potentially foresee working with municipal partners in the future to create policies to help with and support this decision making process, to formulate and formalize what's acceptable and what isn't.

Cheryl wondered what's the role of the City's Official Plan in sustainability and what can we do to influence City and County to integrate climate change in Official Plans. Ken noted that the Official Plan is still largely around Land Use Planning. New director of planning for the City of Peterborough is starting in the New Year. People need to differentiate between Official Plan and Strategic Plan, and know where they intersect.

Ken commended PED on the new cycling routes and noted that through the RT08 project it was expressed that routes be expanded further, into the Northumberland region.

Moved by: John Desbiens

Seconded by: Sheridan Graham

THAT Rhonda Keenan's presentation be received by the SP Coordinating Committee

MOTION CARRIED

Youth Sustainability Leadership Program – Cameron Douglas – the presentation can be seen [on our website](#).

Ken inquired as to where the reluctance and resistance reside with the Kawartha Pine Ridge School Board, what are their reasons? Cam responded that the program is viewed as elitist because of the cost associated. Furthermore, there is lack of clarity associated with whether the participating students will be earning credits that will be officially recognized. Cam insisted that credits will be issued and recognized by the Ministry of Education for students who will forego ½ year of high school while participating in this program. The SP Coordinating Committee noted that clear assurances are necessary that the students will indeed be granted official credit for their participation in the program. They further noted that they foresee difficulty in selling the program to students and parents, as they will have to take a leap of faith. Cam will be taking a leave of absence in order to lead and teach this program if it isn't endorsed by the board. His hopes are that the pilot will be successful and will be endorsed by the board in the future.

The SP CC noted that rather than targeting grade 11 students, the program should perhaps target 'gap year' students, students who would consider taking a year off between high school and post-secondary, that might be an easier sell, as there is no risk involved. The slightly more mature age of the participants might also be more appealing to organizations considering the internships, as the more mature the student, the more an organization would be satisfied with the level of work they perform.

John noted that they might consider a different name, as YSL is generally associated with Yves St. Laurent, the fashion label.

Ken recommended that the Coordinating Committee receive the presentation as information, consider the support request and provide formal response at a future meeting.

Moved by: Sheridan Graham

Seconded by: Linda Slavin

THAT the presentation be received for information purposes and a decision regarding the support request be referred back to a future meeting for discussion

MOTION CARRIED

7. Administration

Staff Report – Anca Pascalau – Anca's [staff report](#), the [2017 SP Work Plan](#), [2017 SP draft calendar of events](#) can be seen on our website.

2016 Financial Statement to date and 2017 draft budget – Anca distributed [the budgets](#) with the pre-meeting package and noted that formal approval of the 2017 budget will be sought at the January meeting.

Staff contracts – Ken Doherty – Ken noted that staff contracts will be renewed and that they will figure a cost of living increase in wages; Katie's contract will likely figure an increase in weekly hours by 3 hrs/week. Will report back at the January meeting.

Staff Report – Katie Allen – Katie's staff report can be read [on our website](#). Katie noted that she is having difficulty getting the signed partnership pledges upon signing on new partners. She proposed a change in process whereby required signed partnership pledges be eliminated and replaced with an updated version of the pledge emailed to the new partner along with their welcome package.

Motion to change new partner sign-up process

Moved by: Melanie Kawalec

Seconded by: Brigid Ayotte

THAT signed partnership pledges be eliminated and replaced with an updated version of the pledge emailed to the new partner along with their welcome package.

MOTION CARRIED

SP sponsorship of Fleming student award – Trish O'Connor – Trish noted that feedback received from the SP Coordinating Committee at our last meeting was incorporated into the revised letter of recognition. Feedback received from students will also be incorporated into the process. Further to Ken's idea of SP sponsoring a sustainability award for students, Trish informed the committee that the minimum amount for such sponsorship is \$500 per year, with a three year commitment.

Moved by: Melanie Kawalec

Seconded by: Brigid Ayotte

THAT Sustainable Peterborough provide a \$500 annual contribution for 3 years, to be drawn from reserve, to sponsor a Fleming student award for sustainability.

MOTION CARRIED

Linda inquired as to whether SP has a coherent policy for funding requests and approvals. Ken noted that we do not, but we have and continue to make informed decisions on a case by case basis.

Motion to receive administrative updates

Moved by: Cheryl Lyon

Seconded by: Trish O'Connor

THAT the administrative updates be received.

MOTION CARRIED

8. Working Groups update

Food and Farming – Dawn Berry-Merriam

The group is meeting in January and will work on developing a work plan for next year. They are considering hosting another summit.

Climate Change Action Plan – Melanie Kawalec

Melanie's update can be read [on our website](#). Melanie asked for SP support to apply for an ecoAction grant through Peterborough Economic Development to fund the CCAP Coordinator position for an additional 2 years. The Committee requested clarification on who the employer is, who the applicant will be for the grant and where is the money going, where will that budget be managed. Furthermore, clarification is required on what the City's role is in this. Melanie clarified that LURA got the initial funding for the CCAP Coordinator position and, as such, the CCAP Coordinator, Kaitlyn Itterman, is LURA's employee who works out of the County Courthouse; the City's CAO approved that funds from the sustainability capital budget be used to leverage additional funding. The Coordinator position is located at the County, and the county is providing in-kind contribution in the form of office space and equipment. Ken noted that Rhonda Keenan should be made aware of and approve of PED applying for the grant. Melanie noted that this is being taken to the PED Board of Directors on Thursday for approval. Ken recommended that the CCAP group work at clarifying the issues surrounding funding and the CCAP Coordinator position details and report out at the next SP CC meeting. He further recommended that the existence of three climate change groups is unnecessary and confusing, and is hoping that there will only be one in the future. Melanie noted that the CCAP Steering Committee will have its last meeting on Dec. 16th and will be dissolved after that. A new committee might be created, perhaps merge into the existing Working Group, or a new committee with a new purpose may be created.

Motion in support of the CCAP group submitting an application through Peterborough Economic Development, provided PED approval is received, for an ecoAction grant which will fund the CCAP Coordinator position for an additional 2 years

THAT the SP Coordinating Committee is in support of the CCAP group submitting an application through Peterborough Economic Development, provided PED approval is received, for an ecoAction grant to fund the CCAP Coordinator position for an additional 2 years.

Moved by: Amber Dickinson

Seconded by: John Desbiens

MOTION CARRIED

Energy – Sheridan Graham

The group hasn't met recently. The County added a new line in their GL for every facility, 1% for retrofits.

Healthy Kids Community Challenge- Larry Stinson

The HKCC Partnership Meeting took place on Nov 15th; it was very well attended and generated lots of ideas. The group is waiting on the Ministry to announce what the next theme will be. Ken

noted that the group is hoping to continue their work even after the project wraps up and the provincial funding runs out and that they hope to be able to keep the staff resource, perhaps through the City's social service department.

Sustainable Peterborough Business Initiative – Melanie Kawalec

No new updates

Water – Melanie Kawalec

No update since the last meeting.

Maryam Monsef's Social, Cultural, Arts Development Committee – Larry Stinson

The group recommended [these priorities](#).

Evergreen – Ken Doherty – The group will be conducting a range of interviews with politicians and community leaders throughout December and January. They are also considering a half day or full day lab, to talk about what the project would look like, what they need to do to move forward. The report will be available in June. Ken noted that this project is not intended to move away from Sustainable Peterborough and our model.

Motion to receive Working Groups updates

THAT the Working Groups Updates be received

Moved by: Dawn Berry-Merriam

Seconded by: Brigid Ayotte

MOTION CARRIED

9. Roundtable Update

- Amber Dickinson – the township received \$7,000 in funding to promote their Rotary Park Pond.
- Brianna Salmon (update provided via email prior to the meeting) - We received an informal note from our contact at the UN that we're likely to receive the designation. We won't have formal confirmation for another few weeks, but we will find out if we received the related OTF funding for a secretariat position this Friday. GreenUP has received a \$500,000 grant to support a program called Sustainable Urban Neighbourhoods, over the next few years. The program will work with two neighbourhoods to plan, design, and implement built environment interventions on public and private property to support stormwater management, habitat creation, landscape diversification, and food production. We have funding for the coordination of the program and to support the actual implementation of the projects (naturalized gardens, tree plantings, bioswales, etc.). The idea is to demonstrate the impact that neighbourhood-scale interventions can have on local resiliency. Linda, Al and I met with Melanie and Kaitlyn last week to do a bit of planning for an upcoming Federal EcoActon grant application. The application will focus on the development of a local neighbourhood-based web tool, based on the platform developed by Project Neutral. This will give residents a reliable mechanism to establish baseline household GHG emissions, and can be used to track reductions. We hope that this will meaningfully contribute to monitoring efforts for CCAP. In the next day or two, I hope to send along a draft application to Melanie for review. GreenUP has launched our holiday campaign. The focus this year is on establishing a Nest Fund to support infrastructure upgrades to the Ecology Park Children's Education facilities during our 25th year (2017).
- Trish O'Connor – Fleming signed an MOU between AASHE (Association for Advancement of Sustainability in Higher Education) and Fleming to be a Pilot site for Sustainability

across the curriculum. AASHE is an international organization out of the US and many Canadian Colleges and Universities are members (over 700 members worldwide).

- Linda Slavin – 4RG, GreenUP and CCAP are preparing to apply to an ecoAction grant for development of a local Project Neutral project. Project Neutral was very successful in the Toronto neighbourhoods in which it ran.
- Cheryl Lyon – distributed the latest Greenzine. She presented Ken and the SP CC with the Purple Onion pennant and thanked Sustainable Peterborough for our support of the Purple Onion Festival.
- Sheridan Graham – The County received \$970,000 from the federal government for the Agricultural Heritage Building, which has to be completed by July 1; also coincides with the 50th anniversary of Lang Pioneer Village. 75 people were in attendance at the funding announcement.
- Melanie Kawalec – distributed the City's 2017 waste management calendar
- Ken Doherty – City Council gave green light to arena complex and pool at Trent.

Motion to adjourn

Moved by: Sheridan Graham